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MUSIC LIBRARY ASSOCIATION

Minutes of the Meeting of the Board of Directors  
Campus Inn, Ann Arbor, Michigan, April 13-14, 1973

Friday, April 13, 1:10 p.m. - 5:05 p.m.; Saturday, April 14, 9:50 a.m. - 12:15 p.m.,  
2:10 p.m. - 5:00 p.m. James Pruett presiding.

Present: Troy Brazell, Frank Campbell, Lenore Coral, Dale Good (April 13), Ruth  
Hilton, William McClellan, Kurtz Myers, Geraldine Ostrove, James Pruett,  
Donald Seibert, Susan Sonnet, Clara Steuermann, William Weichlein.

I. Recording secretary. The minutes of the previous meeting were accepted with the  
following correction:

p. 1. III. A. 2. 3: change "membership" to "paid circulation"

II. Treasurer's report. Ruth Hilton reported that the 1972 books are now with an  
auditor. She distributed copies of the first quarter 1973 report. The deposit  
of convention receipts (p. 2), \$2,760.62, includes over \$600 received from  
exhibits at the Bloomington meeting. The checking account balance this morning  
was \$23,350.

The AMS Press has recently paid royalties on Modern Music, so there is reason  
to think we may get ours soon.

III. Executive secretary's report.

A. Bill Weichlein distributed copies of the Growth index. The 3,905 members  
and subscribers as of April 1, 1973 represent an increase of 101 over the  
same date last year. Those not paid will be eliminated from the rolls at the  
end of the second quarter.

B. Bill asked if we have a policy regarding refunding convention money to those  
who have paid and then do not attend. In the past checks have been returned  
to those who have given notification in advance. (Checks are not processed  
until after the meeting.)

Suggestions for a policy:

1. No refunds for meal reservations or concert tickets.
2. No refunds at all.
3. Refunds given up to registration, with advance notice required.
4. A general statement designed to cover certain situations might be  
inserted in the handbook.

The concensus was that refunds should be given in certain situations.

IV. Convention coordinator's report.

A. Las Vegas. Bill Weichlein reported that Charles Simpson, acting for Don  
Roberts during his absence from the country, had submitted a budget including  
\$5.00 for registration and \$3.85 for the luncheon. Raymonde Sullivan,  
program chairman, had submitted a preliminary program to the president.

B. Bloomington. Financial matters are not yet settled owing to confusion about  
the University's charges and the joint registration fee with ARSC.

C. San Juan. Donald Thompson had informed Bill that we can obtain much cheaper  
rates than those previously indicated from <sup>the</sup> ~~the~~ Boringuen Hotel, which is not  
on the beach. With this in mind, Donald requests the Board rescind its  
decision to have the meeting elsewhere. So moved by Troy, with second by Bill  
McClellan. Motion carried.

D. Urbana. Nothing new.

V. Members-at-large reports.

A. Troy Brazell reported that Walter Gerboth has resigned from the finance  
committee. Harold Samuel has taken his place. As it is one of the committee's  
objectives to reduce the sum in our checking account by placing funds elsewhere,

he conveyed the committee's recommendation that \$5,000 be withdrawn, and that the disposition of this amount be decided upon at their Las Vegas meeting. So moved by Troy, with second by Clara Steuermann. Motion carried.

Ruth suggested the money be withdrawn in the fall. She also advised investigating the minimum amount we must maintain in our checking account to avoid the imposition of a service charge on checks drawn against it.

Troy distributed a series of charts summarizing the monthly fluctuations from 1968-1972 of 1) checking account balance, 2) deposits, 3) total of checks written, 4) the mean and median figures of the previous three categories. Calculations were based on bank statements. Ruth suggested that calculations based on check book figures would produce a more accurate reflection of checks outstanding.

B. Don Seibert.

1. Six of the seven libraries chosen to contribute cataloguing copy to the NUC are now able to meet NUC requirements concerning format.
2. The "Part-songs" subject heading issue is not yet settled.
3. David Sommerfield has completed the transcription of the cataloguing forum tapes.

VI. Bill McClellan, past president, had no report.

VII. President's report.

A. Changes in administrative structure. Jim distributed an interim report including two of the three members of the program committee for the Summer 1974 meeting in New York City (no chairman yet) and all members of the local arrangements committee (Bennet Ludden, chairman). Kurtz Myers will be chairman of the nominating committee, an appointment which Jim said recognizes the advantages of having a member of the Board on that committee. Linda Solow will act for Shirley Emanuel, placement director, in Las Vegas.

B. Miscellaneous.

1. American Library Association.
  - a. Jim has responded at length to an inquiry, via Ada Burkey, from Jean Lowry, ALA president, on the subject of mutual cooperation between the two associations where music matters are concerned.
  - b. We have received no response to our recent letter from the committee on flood damaged libraries.
  - c. In a letter to Bill Weichlein, the executive director of ALA described a campaign "to increase the visibility of all levels of library services," in which libraries are encouraged to dim their lights at a specified time. Members of the Board doubted the potential effectiveness of such an approach to this concern.
2. CNLA had planned a conference on copyright for March 26 and 27 which was cancelled when it was learned that Harvard had scheduled a similar meeting for the first week in March. CNLA will reschedule its conference to permit consideration of the deliberations by the librarians and publishers' representatives who attended the Harvard meeting.
3. The College Music Society is still communicating with us about joint meetings. An effort is being made to include a session at the Atlanta meeting in the fall of 1973 with participants from the MLA Southeast chapter. CMS has also suggested we meet jointly in the winter of 1978 or, preferably, before. Walter Collins of the University of Colorado at Boulder is now president, and the Board requested Kurtz to explore with him, and possibly also Albert Seay, the ways in which MLA might be of assistance to CMS.
4. Representing the Council of Creative Artists, Libraries and Museums, Elie Siegmester has written to Jim inviting our affiliation and financial support and informing us that he and Thor Wood are among three people who

will testify at House Ways and Means Committee hearings on February 23, 1973. Their intention is to influence a revision of the Tax Reform Bill of 1969 which has had such a devastating effect on the donation of art works and manuscripts to museums and libraries. Although Thor is not an official MLA representative, the president asked if we wished to reimburse Thor for his expenses. So moved in the affirmative by Bill McClellan, designating a maximum of \$50.00, with second by Don. Motion carried. Board members will each receive a transcript of Thor's statement.

5. Music Publishers Association.
  - a. "Music in Print" and Notes. Deferred.
  - b. Joint committee with MLA. The report of John Owen Ward of a meeting held with several MLA officers and other members was distributed. Among major mutual concerns is the purchase of music insofar as it relates to cost and commercial sources. It was felt that the presentation of our position should not be left to Mr. Ward's report to the MPA Board, although a formal response to the report will not be made. A joint committee will be established, and it was proposed that four MLA members be appointed, including the president who would serve ex officio.
6. W. W. Bowker will consider our suggestion to include Stereo Review in the Readers Guide to Periodical Literature, *in response to our letter and a file report of W. W. Bowker*
7. "Information supermarkets." Deferred.
8. An Association of Independent Schools of Music has recently been founded. Members are Cleveland Institute, Juilliard, Manhattan, Mannes, New England Conservatory, Peabody, Philadelphia College of Music and San Francisco Conservatory. Copies of their brochure will be sent to Board members.
9. The Board has been asked to comment on the desirability of assigning ISBN numbers to scores (some now have them). It was the concensus that there is no reason not to do so.
10. Jim has written Guy Marco conveying a legal opinion that grounds probably do not exist for suing Notes for not printing his article. The other members of the Board expressed approval of the president's letter.
11. Edward Waters has officially recommended to the LC administration that the MLA archives be deposited in the Music Division. He expects their approval.
12. The International Federation of Library Associations meets at Grenoble this year. Jane Franck has offered to represent MLA, and could investigate the advantages of MLA's joining. Jim will find out who is sending Jane and request a report of the meeting from her.

#### VIII. Committees, projects, etc.

- A. MLA development fund. Report from Clara Steuermann concerning fund raising and proposals for awarding a scholarship or grant.
  1. Aspects of fund raising and financing.
    - a. Compile a list of foundations to approach.
    - b. Other organizations who are potential donors:
      - NMC member organizations
      - Publishers of music and those who have a large catalogue of books about music
      - ACLS
      - Pan-American associations
    - c. Individual donors.
    - d. Endowment vs. yearly funds: the amount of effort necessary to obtain funds must be compared with the amount of money needed to support our projects; ho much money should constitute the development fund (suggestions ranged from \$2,000 to \$50,000)?
  2. Use of the money.
    - a. Library school tuition.

- b. Internship while in library school.
- c. Full-time library position for holder of a master's degree in library science or music(ology).
- d. Travel by a student to a national MLA meeting.
- e. Attendance at an institute.
- f. Award for a project or pusuit to be judged according to individual circumstances.

Clara invited correspondence on this subject from Board members.

- B. Jean Bonin's report summarizing the open forum at the Bloomington meeting indicated that the topic of greatest importance among the 75 who attended was the proposed Music in Print. No longer a session for young and new members of MLA, the forum is now intended to be an event for all members to attend. Jean also tallied results of a questionnaire about the entire meeting to which 27 people responded. (Her report was later mailed to Board members.) Ruth suggested that members of the nominating committee should attend each open forum. Frank commented that not enough time was devoted to Don Krummel's session on education for music librarianship, a concern to which we could devote either an entire national meeting or a series of sessions spaced over two years.
- C. Committee on goals and objectives. Ruth Watanabe has accepted the president's invitation to be chairwoman. There was general agreement among Board members that the committee should have five or seven members, whichever Ruth prefers, that it should have a two-year rather than a one-year charge, and that there should be an interim report. The question of who else should serve on the committee was raised, as well as that of financing a committee meeting in the fall. The Council on Library Resources and the American Council of Learned Societies were suggested.
- D. Policies regarding committee questionnaires and their cost. It was the concensus of the Board that questionnaires directed to the general membership should be budgeted. Requests for funds should be accompanied by a copy of the proposed questionnaire and a statement of the use to which the information gathered will be put. Ruth pointed out that under present arrangements these budget requests would be required at a bad time in relation to the term of committee chairman, a one-year appointment made in the winter.
  - 1. Music Library Administration Committee. Request for financing of the proposed lengthy questionnaire denied.
  - 2. Open forum. Jean Bonin would like to distribute a questionnaire at the Las Vegas meeting similar to the one prepared for Bloomington but more specific. Designed to elicit members' opinions about the substance, format and local arrangements of national meetings, the proposed quationnaire was approved.
  - 3. Board questionnaire about the frequency of national meetings and convening in the summer simultaneously with ALA. To be mailed with the preliminary program for Las Vegas. Approved.
- E. Index of new musical notation and proposed international conference on new notation at Ghent.
  - 1. Financing of the congress.
    - a. Kurt Stone, chairman of the MLA committee on new musical notation and director of the Index, has corresponded with Richard Kapp at the Ford Foundation in response to the Foundation's expression of interest in both the Index and the proposed congress planned for October 1974 at the University of Ghent. However, the Foundation must know the tax status of MLA, in whose name the applications would be submitted, before considering it (we are 509(A)(2)). Of concern to MLA is whether the Internal Revenue Service will require justification of how the Ghent symposium represents MLA's stated purposes.
    - b. Jim Pruett requested of Kurt a detailed budget statement. Although

none had arrived by the time of the Board meeting, Frank Campbell informed members that the statement was nearly complete.

- 2. The president asked the Board what latitude committees have to raise their own funds. The Board wondered what influence this application might have on applications to support other projects which MLA might submit in the future. Its concensus was that it be made clear that in the future all such applications should come through the Board. Jim will meet with the notation committee in order to obtain further information about its activities.
- F. Records analytics committee. Since the needs of music librarians will not be satisfied by the NUC, Gerald Gibson has proposed reconstituting this committee and analyzing a greater variety of recordings than originally considered.
- G. Retrospective indexing of music periodicals. Jim proposed reconstituting this committee with Harold Samuel as chairman. Existing partial indexes can be collated, and the Music Index subject headings utilized.
- H. Placement service. Shirley Emanuel has requested a supplemental appropriation of \$45.00 for clerical assistance and supplies. Clara moved, with second by Don, that \$50.00 be appropriated. Motion carried. Shirley will be asked to include in next year's budget funds for a better printing method than ditto. Regarding a possible increase in the subscription fee, Troy moved, with second by Lenore Coral, that Jim, in consultation with Shirley, be given authority to set a fee of up to \$4.00. Motion carried.

IX. MLA and IRS. We are 509(A)(2).

- X. AMS Reprint Co. contract. The president will attempt to renew our contract, which expired on June 16, 1968. Jim distributed the draft of a letter to the company in which he referred to the contract, their inventory of Notes and royalty payments.

XI. Notes.

- A. Report of Frank Campbell and Dale Good. Frank, Dale, Troy and Bill Weichlein visited the Edwards plant in Ann Arbor and **found it** to be impressive. Edwards' printing Notes would present two problems:
  - 1) the typesetting machine makes errors in the hyphenation of foreign words for which corrections would be a small added cost;
  - 2) we would have to make separate arrangements for storage and drop mailing.

We can get a Smyth binding at a slightly higher cost than perfect binding. It is likely that Edwards' estimate of the cost-per-issue will be the actual cost. Don moved, with second by Lenore, that we change our printer from Humphrey to Edwards Bros. Carried unanimously. Speaking for the Board, Bill McClellan expressed sincere thanks to Frank and Dale for their careful, lengthy investigations in preparation for this important change in the publication of Notes.

Jim requested, with a second by Kurtz, that Dale be reimbursed \$92.00 for his transportation to Ann Arbor, where his presence on this occasion was essential. Motion carried.

It was also reported that Humphrey has back issues of Notes from March 1969. Since that time none has been sent to the AMS Press.

- B. Report of the advertising manager. Troy has received a letter from Theodore Front informing him that the firm's advertisements in Notes will be reduced because results from them are less than he had expected. Troy reported that income in general from ads is going down. Jim asked him to prepare an analysis of this downward trend for the Las Vegas meeting.
- C. Troy has asked for funds to engage secretarial help for advertising billing. \$55.00 has been spent for this purpose on the last two issues, although \$100 originally requested was cut from the budget. Lenore moved, with second by

Clara, that \$100 be allocated for secretarial help for the advertising manager. Motion carried.

XII. Publications.

- A. Rowman and Littlefield. Mary Wallace has arranged for a revised contract for the Music Library Association Catalog of Cards for Printed Music, 1953-1972. A few small changes still needed will be made in ink before the contract is dated and signed.
- B. Newsletter. Raymonde Sullivan, editor, has requested critical reports from the members of her staff.
- C. Music Cataloging Bulletin. There were 131 responses to the questionnaire asking subscribers whether and how to cumulate information in the Bulletin. Most were in favor of a cumulation. A digest of the responses will appear in the April issue.
- D. Troy distributed the proposed cover for TRMMS and called attention to the new title of the series, Music Library Association Technical Reports. Two manuscripts have been scheduled for publication: No. 1, SLAAC; and No. 2, Directory of Music Library Automation Projects.

XIII. Future Board meeting. The Board has been invited to Baltimore for the fall meeting.

Respectfully submitted,



Geraldine Ostrove  
Recording secretary